

(PART 4/5/75

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SENATE SELECT COMMITTEE TO STUDY GOVERNMENTAL OPERATIONS
WITH RESPECT TO INTELLIGENCE ACTIVITIES

Employee Notice and Agreement Concerning Treatment of
Confidential Material

NOTICE

Concern about security and the maintenance of confidentiality of information provided the Senate Select Committee has been stressed since the outset by the Senate and the Committee.

Section 7 of the resolution which established the Committee requires the Committee to:

"institute and carry out such rules and procedures as it may deem necessary to prevent the disclosure, outside the Select Committee of any information relating to the activities of the Central Intelligence Agency or any other department or agency of the Federal Government engaged in intelligence activities, obtained by the Select Committee during the course of its study and investigation, not authorized by the Select Committee to be disclosed; and (2) the disclosure, outside the Select Committee, of any information which would adversely affect the intelligence activities of the Central Intelligence Agency in foreign countries or the intelligence activities in foreign countries of any department or agency of the Federal Government."

Pursuant to the Resolution, the Committee Rules include provisions relating to the confidential treatment of classified and other material received by the Committee. These provisions are contained in Rules 6.11; 7 (and each of its subsections), 9.2, 9.3 and 9.4 which provide the following:

"6.11 Release of Name of Witness. Unless authorized by the Chairman, the name of any witness scheduled to be heard by the Committee shall not be released prior to his appearance before the Committee.

"RULE 7. Procedures for Handling Classified or Sensitive Material

"7.1 Committee staff offices on the first floor of the Dirksen Office Building shall operate under strict security precautions. At least one security guard shall be on duty at all times by the entrance to control entry. All persons before entering the offices shall identify themselves. At least one additional security guard shall be posted at night for surveillance of the secure area where sensitive documents are kept.

"7.2 Sensitive or classified documents and material shall be segregated in a secure storage area. They may be examined only at secure reading facilities. Copying, duplicating, or removal from the Committee staff offices of such documents and other materials is prohibited except as is necessary for use in, or preparation for, interviews or Committee meetings, including the taking of testimony, and in conformity with Section 9.2 hereof.

"7.3 Each member of the Committee shall at all times have access to all papers and other material received from any source. The Staff Director shall be responsible for the maintenance, under appropriate security procedures, of a registry which will number and identify all papers and other materials in the possession of the Committee, and such registry shall be available to any member of the Committee.

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"7.4 Access to classified information supplied to the Committee shall be limited to the Staff Director, the Chief Counsel and the Counsel to the Minority, and to those staff members with appropriate security clearances and a need-to-know.

"7.5 No testimony taken including the names of witnesses testifying or material presented at an Executive Session, or classified papers, and other materials received by the staff or its consultants while in the employ of the Committee shall be made public, in whole or in part or by way of summary, or disclosed to any person outside the Committee unless authorized by a majority vote of the entire Committee, or after the termination of the Committee, in such manner as may be determined by the Senate.

"7.6 Before the Committee is called upon to make any disposition with respect to the testimony, papers, or other materials presented to it, the Committee members shall have a reasonable opportunity to examine all pertinent testimony, papers and other materials that have been obtained by the Committee staff. No member shall release any such testimony, papers, or other materials, or any information contained in such testimony, papers, or other materials, to the public or any person outside the Committee unless authorized by a majority vote of the entire Committee, or after the termination of the Committee, in such manner as may be determined by the Senate.

"9.2 Except as otherwise provided by the Committee, the duties of staff members and consultants shall be performed, and staff personnel affairs and day-to-day operations, including security and control of classified documents and material, shall be administered under the direct supervision and control of the Staff Director and the Chief Counsel. The Counsel for the Minority shall be kept fully informed regarding all matters and shall have access to all material in the files of the Committee.

"9.3 The staff of the Committee shall not discuss either the substance or procedure of the work of the Committee with anyone other than a member

of the Committee or other Committee personnel. Upon termination of employment by the Committee, each member of the staff, or consultant, shall surrender all classified and other material relating to the work of the Committee which came into his possession while in the employ of the Committee.

"9.4 The employment of any member of the staff or consultant who fails to conform to any of these Rules shall be immediately terminated."

In addition to the strict security precautions adopted by the Committee there are, as you no doubt know, sections of the United States Code and Executive Orders which relate to keeping certain material confidential. They are sections (TO BE INSERTED) which are annexed hereto.

AGREEMENT

I have read the foregoing Employee Notice Concerning Treatment of Confidential Material and have read the Resolution establishing the Senate Select Committee to Study Governmental Operations With Respect to Intelligence Activities, and the Committee Rules.

I understand that to qualify and act as an employee of the Select Committee, I am required to, and I hereby agree to, abide by those Rules. I further understand and agree that the obligations hereby placed upon me continue after my employment with the Committee has terminated.

SIGNATURE

SWORN TO BEFORE NOTARY